 MSFKB3006: Install fitted cabinets and components

Sample assessment tool

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| **Candidate’s name** |  | **Contact** |  |

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| **Assessor’s name** |  | **Contact** |  |

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| **Supervisor’s name** |  | **Contact** |  |

### Summary of evidence

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| **‘Installing cabinets on-site’ workbook** – satisfactorily completed | | | |
| **Learning activities** | **Yes** | **Assignments** | **Yes** |
| Section 1: Fasteners and sealants | ❑ | 1: Fasteners and sealants | ❑ |
| Section 2: Installing modular units | ❑ | 2: Installing modular units | ❑ |
| Section 3: Installing appliances | ❑ | 3: Installing appliances | ❑ |
| Section 4: Final presentation | ❑ | 4: Final presentation | ❑ |

| **Other evidence** (see following pages for details) | **Satisfactory** |
| --- | --- |
| **Practical demonstrations** – specific criteria and general performance evidence | ❑ |
| **Third party sign-off** – confirming the candidate’s consistent on-the-job performance | ❑ |
| **RPL evidence** – listing previous accreditations, portfolios or other RPL evidence | ❑ |

| **Assessment result** |
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| **Competent** ❑ **Not yet competent** ❑ |

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| **Statement:** I agree that I was ready to be assessed and the assessment process was explained to me | | | |
| **Candidate’s signature** |  | **Date** |  |

| **Assessor’s comments** | | | |
| --- | --- | --- | --- |
|  | | | |
| **Assessor’s signature** |  | **Date** |  |

Practical demonstrations

The ‘Specific demonstration criteria’ listed below have been extracted from the ‘Performance evidence’ section of the ‘Assessment requirements’ for the unit of competency. They describe the essential features of the competency, and set out the specific tasks that must be demonstrated. The ‘General performance evidence’ is adapted from the elements and performance criteria.

The assessor should tick the appropriate boxes to confirm that that the candidate has physically demonstrated the performance requirements described. Where a candidate does not satisfactorily demonstrate one or more of these criteria, the assessor should mark the corresponding box with a cross, and provide further comments underneath in the ‘Assessor’s comments’ section.

| Specific demonstration criteria – the candidate has demonstrated their ability to: | Confirmed |
| --- | --- |
| 1. Install cabinets and conduct post-installation inspection in at least:  * One kitchen (Installation 1) * One bathroom and laundry (Installation 2) | ❑  ❑ |
| 1. Above installations must include at least:  * One commercial installation * One residential installation | ❑  ❑ |

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| **Details of Installation 1** |
| Date/s: Location/s:  Description (including whether the installation is a kitchen or bathroom/laundry, and whether it is commercial or residential): |

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| **Details of Installation 2** |
| Date/s: Location/s:  Description (including whether the installation is a kitchen or bathroom/laundry, and whether it is commercial or residential): |

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| General performance evidence – the candidate has demonstrated their ability to: | **Confirmed** |
| 1. Follow all relevant WHS laws and regulations, and company policies and procedures | ❑ |
| 1. Wear appropriate PPE for the task being undertaken | ❑ |
| 1. Access the information needed to identify the correct cabinets and components and carry out the installation | ❑ |
| 1. Check that all cabinets and components are suitable for the installation | ❑ |
| 1. Select the correct tools and equipment for the job, carry out all necessary  pre-start checks | ❑ |
| 1. Use hand and power tools safely and efficiently | ❑ |
| 1. Interpret plans, confirm markings and check measurements | ❑ |
| 1. Install cabinets and fix components according to plans and specifications | ❑ |
| 1. Make provision for appliances and service features | ❑ |
| 1. Wear appropriate PPE for the job being undertaken | ❑ |
| 1. Operate tools safely and efficiently, and keep them secure when not in use | ❑ |
| 1. Clean up work area and dispose of rubbish properly | ❑ |
| 1. Inspect job to ensure that measurements, levels, squareness and tolerances are within specifications and that components are correctly aligned | ❑ |
| 1. Accurately complete all required documentation | ❑ |

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| **Assessor’s comments** |
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Third party sign-off

The candidate’s workplace supervisor or line manager should tick the boxes below to verify that the candidate has consistently demonstrated these performance criteria over a period of time and in a range of contexts. If any of the performance criteria have not been properly demonstrated, the supervisor should discuss the matter with the assessor and decide on an appropriate course of action.

This checklist is adapted from the ‘Performance evidence’ listed in the ‘Assessment requirements’ section of the competency. Where there are specific demonstration criteria that form an essential part of the assessment process, these have been listed in the ‘Practical demonstration’ section above.

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| **Performance evidence** – Supervisor’s statement:I acknowledge that the candidate  has confirmed their competence in the workplace by demonstrating their ability to: | **Confirmed** |
| 1. Comply with all relevant laws, regulations and company policies and procedures | ❑ |
| 1. Use safe work practices when handling tools, equipment and materials, and use appropriate PPE for the task being undertaken | ❑ |
| 1. Follow work instructions, operating procedures and inspection processes to:  * minimise the risk of injury to self or others * prevent damage to goods, equipment and products * maintain required production output and product quality | ❑  ❑  ❑ |
| 1. Correctly interpret information relating to installation requirements and specifications | ❑ |
| 1. Use correct techniques to install cabinets and components and operate hand and power tools | ❑ |
| 1. Inspect finished job for quality to ensure it meets all required specifications | ❑ |
| 1. Clean up work area and complete all required documentation | ❑ |
| 1. Carry out mathematical calculations necessary for the job | ❑ |
| 1. Communicate effectively with others to confirm work requirements, report outcomes, interpret basic plans and follow safety procedures | ❑ |
| 1. Plan activities to avoid backtracking, work flow interruptions or wastage | ❑ |
| 1. Work cooperatively with others to optimise work flow and productivity | ❑ |

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| **Supervisor’s comments** (including period of observation in the workplace) | | | |
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| **Supervisor’s signature** |  | **Date** |  |

Recognition of prior learning

The assessor should list any recognition of prior learning (RPL) evidence that has been used to support a judgement of competency in this unit. Evidence may include previous training, accreditations, work experience or other pursuits where the candidate has gained relevant skills or knowledge.

The assessor must sight all original documents or certified copies being presented as evidence, and keep a copy on file with this assessment tool.

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| **RPL evidence presented** |
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